



# Democratic Senatorial Campaign Committee

430 South Capitol Street, S.E., Washington, D.C. 20003 • (202) 224-2447

Internet: info@dscc.org

SECRETARY OF THE SENATE

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January 22, 1998

Kenneth A. Davis, Jr.  
Reports Analyst  
Reports Analysis Division  
Federal Election Commission  
999 E Street, N.W.  
Washington, D.C. 20463

RE: February Monthly, March Monthly, April Monthly, May Monthly, June Monthly, July Monthly and August Monthly FEC Reports for the calendar year, 1997.

Identification Number: C00042366

Dear Mr. Davis:

Many of the reports listed above concern "best efforts". I am setting forth the procedures to demonstrate "best efforts" used by the Democratic Senatorial Campaign Committee to obtain the full name, mailing address, occupation and name of employer for all individuals who contribute more than \$200 in a calendar year.

First, the Committee includes a request for the contributor information in the initial solicitation (Exhibit A).

Then, an attempt is made to obtain the necessary information by telephone before the contribution is reported to the Federal Election Commission.

Then, at the end of each month, a letter is sent to all persons who contributed that month and who have not provided the required information (Exhibit B).

A second letter is sent thirty days later to any contributor who has still not responded (Exhibit B).

Once the information is received from the contributor, it is submitted with the next FEC report filed with the Commission.

Also, enclosed please find our amended February Monthly Report containing revised schedules H2 and H3. With reference to the April, May and June Monthly reports, please note the NationsBank Loan of \$1,000,000 is a non-federal loan and thus repayments have been made with non-federal dollars. I have enclosed a copy of schedule C-1 which references that the collateral for this loan is all future non-federal contributions. In the future, on schedule C we will note if a loan is non-federal.

Please call me at 202/224-2447 if you require any additional information.

Sincerely,

Paul A. Johnson  
Treasurer